

Personnel Committee Meeting

March 1, 2020

Human Resources Report

December 8 - present:

HIRES:

- 34 new hires:
 - Bacon Academy:
 - 2 paras
 - Reading Specialist - filled internally
 - WJJMS:
 - Cafeteria Worker
 - Grade 8 History for 21/22 - filled internally
 - JJIS:
 - 2 paras
 - CES:
 - Permanent Building Substitute
 - Evening Custodian (filled internally)
 - SUBS:
 - 4 Daily
 - 1 Nurse
 - 1 LTS- OT/PT
 - TUTORS:
 - 21 have been hired. 13 of them are current teachers/paras or past teachers/paras in our district

In addition, all spring coach positions have been filled with the exception of Track and Tennis.

VACANCIES

16 Current openings per attachment.

RESIGNATIONS/RETIREMENT/TERMINATIONS:

- 1 Termination
- 1 Resignation
 - Para - JJIS
 - Custodian - CES
- 1 Retirement for 21/22
 - Les Kershner - Science - WJJMS
 - Suzanne Windsor - English - WJJMS
 - Cynthia Riordan - Science - WJJMS
 - Sharon Duffy - History - WJJMS
 - Christopher Juhl - Science - BA
 - Anne Lemke - Kindergarten - CES
 - Mary Gagnon - Speech - CES

FMLA:

- 19/20 26 applied for FMLA
- 20/21 34 requests so far

EMPLOYEE BREAKDOWN: 522 total employees

- P/T - 48
- F/T - 416
- Temporary - 58 (Includes subs, tutors, and coaches)

- **DEMOGRAPHICS**

- ☐ Asian-2 = .38%
- ☐ Hispanic – 6 = 1.14%
- ☐ Black – 4 = .76%

- ☐ Female – 399 = 76%
- ☐ Male – 123 = 24%

COMPLETED PROJECTS

I-9 AUDIT: 55 BOE employees do not have an I-9 on file.

New Personnel Transmittal Form.

Standardization/refinement of Substitute Teacher hiring, pay and benefits: Daily, PBS, LTS

Standardization of Stipend hiring process

PENDING PROJECTS

New Vacancy Form

Frontline/MUNIS interoperability

VACANCY REPORT		
2/26/21		
www.applitrack.com/colchester/onlineapp		
	2020/21 School Year - Anticipated Openings	
SCHOOL	POSITION	CLOSING DATE
BA	ISS Coordinator	Until Filled
	Boys and Girls Track Coaches	Until Filled
	Boys and Girls Tennis Coaches	Until Filled
	FT Temp Night Custodian	Until Filled
	LTS Special Education Teacher	2/18/21
WJMS	.50 FTE LTS - Innovations Teacher	Until Filled
	4 Permanent Substitute Teachers	Until Filled
	FT SRBI Paraprofessional	Until Filled
JJIS	2 Permanent Building Substitutes	Until Filled
CES	1 Permanent Substitute Teachers	Until Filled
	FT Temp Day Custodian	Until Filled
	FT Temp Day Custodian	Until Filled
	FT Night Custodian	Until Filled
DISTRICT	Substitute- School Nurse	Until Filled
	Tutors	Until Filled
	PT Evening Custodian Split - Town/CTAC	Until Filled
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